



City of Bristol
Department Of Public Works
Bristol, Connecticut 06010

Board of Public Works – Department Report – November 2012

Public Works Monthly Metrics:

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| Total Transfer Station Permits | 6597 |
| Total Yard Waste Customers | 3046 |
| Number of Residential Transfer Station Visitors | 5514 |
| Number of Bulk Collections | 133 |

Division Recaps:

Administration current month:

- Managed Requests and feedback from website and FaceBook.
- Trending and analysis of Transfer Station Data.
- Working with vendors for Credit Card Payments.
- Attended Solid Waste Committee meeting.

Administration next month activities:

- Begin Budget process for FY 13-14.
- Continue data analysis for Pay-As-You-Throw.
- Continue efforts to implement Time Clock Plus and Credit Card payments via the website.

Administration staff or concerns:

- No vacancies. Overtime for month cost: \$124.86 (Recording Secretary)

Engineering current month activities:

- Current construction activity: Hart Street detention pond dredging, line striping.

Engineering next month activities

- Construction activity, Hart Street detention pond sediment removal.
- Bidding for Willis Street reconstruction and City Hall roof repairs.
- Continue design work for Brewster Road sewer repair, and Pine Lake parking lot.
- Consultant design for Frederick Street Bridge, Copper Mine Brook flood relief projects, South/ Church/ Union Street intersection realignment, Waterbury Road reconstruction.
- Budget preparation.

Engineering staff or concerns:

Web site www.bristolct.gov E-mail publicworks@bristolct.gov
111 North Main Street – Ground Floor
584-6125 or 584-7791

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| Board of Public Works – Public Works Department Activity Report |
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- Second interview conducted with leading CADD/GIS Technician candidate.
- Civil engineer position vacant.
- November overtime: \$737.18. 4 CBYD call-ins, including 2 Sunday events

Land Use current month activities:

- Zoning Commission began (and continued) the public hearing for a Special Permit and a Site Plan for a club (Bristol Boys & Girls Club) at 255 West St.
- Zoning Commission scheduled a public hearing for December 19th for two Special Permits and a Site Plan for the first portion of Phase I of the Depot Square redevelopment project proposed by Renaissance Downtowns.
- Planning Commission scheduled a public hearing for December 26th on several amendments to update the city's Subdivision Regulations.
- Staff continued implementation of Aquifer Protection Program, assisting with the preparation of paperwork associated with the registration of nine regulated activities at four sites.
- Temporary employee/GIS intern continued to digitize and update the "Existing Land Use" map as part of the Planning Commission's update of the city's Plan of Conservation & Development.
- Staff conducted site inspection of recently completed parking lot at Greene-Hills School on Pine St.

Land Use next month activities:

- Continue update of city's Plan of Conservation & Development: have intern continue to digitize and update the "Existing Land Use" map.
- Conduct site re-inspection of new K-8 West Bristol school on Clark Ave.
- Continue staff involvement with "Forestville Community Design Project" being conducted jointly by Central CT Regional Planning Agency and the UConn Community Research and Design Collaborative.

Land Use staff or concerns:

No vacancies or staff issues. Monthly overtime cost \$269.33 (Board Secretaries and Assistant Planner at meetings)

Building Maintenance current month activities:

- Now only down one night time custodian position while the night time supervisor position has been filled. Night time supervisor is taking on some of the work involving painting, floor waxing, etc. that we have not been able to address previously
- With the official transfer of O'Connell School back to the City, staff is now checking on Memorial Boulevard, Jennings, and O'Connell Schools; monitoring heating/temperature levels to insure a minimum of 45 degrees is maintained which requires shutting boilers off at all the schools in the mornings and turning them back on in the evenings. Staff is also monitoring of facilities to insure no damage, break-ins, etc.

Board of Public Works – Public Works Department Activity Report

- With the Boulevard School being rented out periodically, staff working the associated overtime have been cleaning and maintaining the facility as needed.

Building Maintenance next month activities:

- Staff will be continuing to address cleaning, dusting, painting, etc. that was not able to be accomplished under the previous reduced staffing conditions
- Staff will continue monitoring [for intruders and daily heating, etc.] the vacant school buildings.

Building Maintenance staff or concerns:

- One (1) employee vacancy for the entire month of November as the result of a promotion of a custodian to the position of Maintenance Technician. Once the employees probationary period is completed it is anticipated the vacated custodial position will be filled

Water Pollution Control current month activities:

- Operation of treatment plant and Lab analysis.
- Maintenance; work orders PM at plant and pump stations
- Jet Crew recleaned sewers in areas of past sewer stoppages.
- Grout truck finished work in the Ivy Drive area
- Remove tank mixers for motor service and reinstall.
- Maintenance staff servicing UV system during since the end of the disinfection season and installing protective cover over the secondary clarify drive for the winter season.
- Staff worked with our design consultant on the Phosphorus reduction project. Scaled pilot testing of the proposed system started on site.

Water Pollution Control next month activities:

- If weather permits the Road Crew will re-clear sewer easements of trees and branches in the areas of Marsh Road and Mix Street.
- Install new influent channel slide gates at the Broad Street pump station.

Water Pollution Control staff or concerns:

- The Division currently has three vacant positions, the Asst. Chief Plant Operator, Chemist/Lab Supervisor and one Operator. We are currently in the process of combining the positions of Asst. CPO and Lab Supervisor (Chemist)
- Awaiting Army Corp approval and issuance of permit to install the SSO Relief Sewer under the Pequabuck. Construction will begin in late spring after the risk of elevated river flows
- Monthly overtime cost \$4,533 (includes Veteran's Day and Thanksgiving Day holiday staffing)

Streets current month activities:

- Patched road repairs, storm drain repairs, and curb installations
- Continued with roadside maintenance of City properties, including litter and debris removal. This work will be on going throughout the seasons
- Serviced trees, including pruning, removals, stump removals, and testing

- Addressed storm drain repairs and maintenance

Streets next month activities:

- Continue with asphalt repairs, road and structure repairs, and driveway aprons
- Continue with roadside maintenance, including event areas
- Assist other public work programs and departments as required
- Continue operations toward the early arriving winter season

Streets staff or concerns:

- 4 vacancies: Due to retirement and promotions.
- Street Division is currently addressing service requests from the general public with our maintenance programs. Crews will be paving a portion of Manross Library parking lot. We have been managing these requests through designated areas to maximize our current resources.
- Monthly overtime cost \$ 17795.45,(4 hour minimum call outs for oil spills, drainage issues, and tree failures) winter storm related; internal projects and daily scheduling.

Solid Waste current month activities:

- Generated \$8,309.40 in revenue from TS operations.
- Generated \$2,236 in revenue for scrap recycle buckets.
- Reviewed regional recycling proposed infrastructure.
- Completed four scheduled leaf collections per residence.

Solid Waste next month activities:

- Install winning recycle posters on automated truck.
- Sweep city 1 last time for leaf bag stragglers.
- Install scale winterization improvements.
- Complete grinding of leaves and windrow formation.
- Continue working with DEEP to add food waste to yard waste.

Solid Waste staff or concerns:

- Work to resolve "Overcapacity" outbound scale malfunction display.
- Monthly overtime cost \$18875.

Fleet Maintenance current month activities:

- Staff has been trying to keep up with the basic repair operations as needed to keep the frontline vehicles and equipment on line; and has continued prepping trucks for winter operations. One nine (9) year old automated truck blew its engine that will require \$26,000 to repair.
- Staff is continuing to try and catch up with the emissions testing requirements. Staff will be working to test over the next couple of months all the required vehicles that should have been tested over the past two years to get caught up with the State emissions testing requirements

Fleet Maintenance next month activities:

- Staff will continue to prioritize repairs and try to keep up with the basic repair operations as needed to keep the frontline vehicles and equipment on line as well as keeping trucks and equipment ready for winter operations.

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| Board of Public Works – Public Works Department Activity Report |
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- As time allows, staff will look at other outstanding major repairs to schedule such as evaluating an engine replacement job for one our old loaders which is planned to be started sometime in December.

Fleet Maintenance staff or concerns:

- One (1) employee vacancy [mechanic's helper] exists as a result of an employee taking a position in the Water Department. The position was posted during November and we will be starting the process getting it filled probably during December.
- Various additional employee vacancies for the month of September as the result of employees using their scheduled time-off.